

PORTFOLIO CONTENT and CRITERIA

Many of the portfolio components may be met by participating in Health Occupations Students of America leadership events and activities.

Portfolio Introduction

Criteria: The portfolio introduction includes information on the contents of the portfolio and any other relevant information of interest to the portfolio recipient.

Resume

Criteria: The resume should include career goals, education and work experiences, awards, honors and other activities.

Project

Criteria: The project is student selected and designed, has a clear connection to healthcare and shows complex thinking. The result should be a significant performance, service or product.

Writing sample

Criteria: The writing sample is an essay type document that demonstrates coherent thought, follows accepted structural format for written work, and is grammatically correct and free of spelling errors.

Workplace learning or supervised practical experience

Criteria: The workplace learning or supervised practical experience must be documented by a signed performance evaluation, workplace checklist, and letter of confirmation or certificate of participation. The experience may include; job shadowing, explorations, internships (at least two examples, of which one may be a virtual experience).

Oral presentation

Criteria: The oral presentation may be a speech, presentation and instruction to a group with a completed evaluation, sample resources and any materials that were distributed.

Community or service learning

Criteria: The community or service learning may be documented by a summary of the experience its' benefits to both the community and the student.

CPR and First Aid

Criteria: CPR and First Aid are documented with current CPR and First Aid Basic certificates.

Internet Application

Criteria: The Internet application will be a summary that includes at least two sites that are healthcare related. For example, career research or a medical issue, research for project/activity.

Leadership

Criteria: The leadership can be demonstrated by participation as a HOSA officer, class officer, student council, church or scout officer or leader or other leadership.

Journaling

Criteria: The journaling reflects the student's interpretation and insights related to a healthcare experience or project over an extended period of time, e.g. a semester.

Other Content

Criteria: Other content may be added to strengthen the portfolio and to meet local program requirements. This may include; graduation certificate, special awards, recognitions and certificates.